

BUILDING COMMITTEE
MINUTES
January 12, 2016
Town Office Conference Room

Present: Michael Woodard-Chair, Don Elder-Academy Building, Dan O'Hara-Library, Dina Cutting-Administrative Assistant, Patty Jenks-BOS rep

Meeting was called to order at 8:35 am.

The minutes of meeting held November 21, 2015 were approved as submitted.

The Report as drafted by Michael Woodard for the Annual Town Report was reviewed and approved.

Library: Dan O'Hara reported that there's not much new; trustees are moving ahead with a new elevator installation. They are looking for funding and the Library Director will be approaching Lyme Foundation for a grant. The drainage in the Library parking lot is working well. The leak in the portico roof hasn't been repaired yet. They anticipate keeping the roof raked if there is ever a large snowfall this season.

Academy Building: Don Elder reported the pump has not been repaired yet. The Committee stresses that this is a priority situation and needs to be addressed immediately as it's affected the heating issue as well. It's Michael Woodard's opinion that the manifold needs to be taken out and the system needs separate circulator pumps for efficient heat distribution. The zone valves don't work well. Dina will contact Shepard P&H to see what his anticipated time frame is. If he cannot do the service call immediately, another P&H vendor will be contacted. Woodard recommended, and it is the sense of the Committee that the Academy Building be the focus for 2016. Elder pointed out that in addition to the rot/paint/general repairs that need addressing, the fire extinguishers have not been serviced since 2014. Dina will follow up on this.

Town Offices: Dina would like the Committee to recommend an intensive weatherproofing of the exterior and interior lobby doors. The current seals are poor and all offices are adversely affected by the extreme weather temperatures when the doors are opened and closed. Patty confirmed this.

Michael asked if the Select Board ever considered hiring a "town handyman". Dina reported it's been discussed briefly but there is no money in the 2016 budget for what would likely be a position requiring at least 20 hours a week. It's the opinion of this Committee that it's becoming more obvious that this position would enable a more efficient and effective solution to dealing with small maintenance issues and janitorial needs. The Building Committee recommends that the BOS consider this position for the 2017 budget. Dina will follow up with painters for the garage.

Don Elder asked about Safety Committee inspections and how these are followed up. It was Dina's impression that recommendations were made at the time of inspection, but Don didn't get that kind of feedback.

The next meeting of the Building Committee will be held Tuesday March 15, 2016.

This meeting was adjourned at 9:25am.

Patty Jenks

Recorder